

ELLINGTON HOUSING AUTHORITY
REGULAR MEETING
APRIL 26, 2011


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MAY 27 2011

TOWN OF ELLINGTON
TOWN CLERK'S OFFICE

- 1) Meeting called to order @ 7:20 p.m. by Deb Stauffer.
- 2) Members present: Steve Bidwell, Deb Stauffer and Hal Tibbetts. Also present: Ted Yampanis, Director and Gail Gessay, recording secretary. Absent: Peg Bean and Steve Schindler.
- 3) The minutes of the Feb. 22nd meeting were reviewed. Steve motioned to accept the minutes, 2nd by Hal. Motion passed.
- 4) Public forum: none present.
- 5) Financial matters: it may be another week before Ted gets the results on the Weatherization Program. Ted received 2 quotes from Boutin for the driveway. The Non-Hud rate is \$70,000.00 and the Hud rate is \$ 105,00.00. Pete Kenefick came to the meeting to discuss the Small Cities Grant Application. The town is applying for a grant for Snipsic Village, with the target being \$ 500,000.00. Pete went over the work items which are included in the grant. We need to determine what could be the best use for the funds for Snipsic Village. Prioritizing will help getting the project funded. To apply for the grant from the state we need to have everything "shovel ready". Architect designed approved plans need to be ready before June 4th. An Architect answered a request for qualifications to do the design work. Quisenberry Arcari Architects sent a proposal. Their proposed fee is \$ 27,500.00. The \$ 20,625.00 for pre-construction services is non-refundable with the possibility this project does not get approval. Otherwise the money is an investment towards the project. The remaining \$ 6,875.00 is for construction and administrative services, which will be paid from the grant if funded. CHFA has accepted Pete Kenefick to oversee this improvement project. A resolution is needed accepting the \$ 27,500.00 bid from Quisenberry Arcari Architects. Steve motioned to accept the Quisenberry Arcari contract proposal for \$ 27,500.00 and authorize the Director to sign and date the contract. Hal 2nd the motion, motion carried.
- 6) Unit vacancy report: unit#11 became vacant, was occupied April 15th. Unit# 25 which will be vacant the end of April will be occupied by the tenant in unit# 16 as of May 15th. That will leave unit#16 unoccupied. The tenant in unit#9 moved out April 1st and that unit will be occupied as of June 1st.
- 7) Maintenance: there is extensive damage in unit#9 by the previous tenant. Ted took pictures of the apartment. The tenant left behind some of his belongings. The tenant had placed his own tiles on top of what was already there. He smoked and had 2 dogs, which he would leave them for extended periods of time. The dogs were peeing on the floor, so the tiles had to be removed down to the concrete. He left dirty dishes, food in the refrigerator, did not return mailbox keys and there are nicotine stains running down some of the walls. Kilz had to be used on the walls. Ted wants to pursue legal action through small claims court due to the damage done. Steve motioned to authorize Ted Yampanis to pursue legal action against Mr. DiCecco, former tenant of apartment #9 to recoup damages from the way he left the apartment. Hal 2nd the motion, motion carried.
- 8) Unfinished business: Steve Schindler has not yet handed in his resignation. Ted sent him a reminder letter noting the urgency.
- 9) New business: EHA is still in need of 2 board members. Hal knows somebody that may be interested. Ted wants to implement a no-smoking policy with a phase-in policy for current residents. A meeting for all the residents will have to be held. Starting with the effective date, existing smokers will have a 6 month waiver. During that period smoking cessation counselors will be available if the tenant so chooses. As well as no smoking allowed in the apartment, there would be no smoking allowed within 25 feet of the buildings. Possibly an outside smoking area could be set up. Violation of the policy would be grounds for eviction. This is very important for damage control.
- 10) Meeting adjourned @ 8:48 P.M.. The next meeting is scheduled for Tuesday May 31st @ 7:00 P.M. @ Snipsic Village.

Respectfully submitted,


Gail Gessay, Recording Secretary
Ellington Housing Authority